



# **Request for Proposals**

## **Livingston County National Bobwhite Focal Area Biologist**

### **Overview**

The Kentucky Department of Fish and Wildlife Resources is seeking a non-profit conservation partner to work collaboratively in the Livingston County National Bobwhite Focal Area. The partner would be expected to co-hire and co-supervise a biologist that leads habitat implementation projects in the focal area, particularly in the form of mid-contract management of Conservation Reserve Program (principally controlled burning). The biologist may also assist in the monitoring of grassland birds and habitat. The partner would be expected to provide a minimum of 25% match to the project and capture funds generated through management activities, when possible. The Department maximum contribution would be \$37,500/year for a proposed 3-year term.

Interested parties should respond to this announcement in email via John Morgan (john.morgan@ky.gov) by **11 April 2014**. Questions concerning this partnership opportunity should also be directed to John Morgan at the email above or by phone (800-858-1549 ext. 4458). A deadline extension may be granted if requested prior to the above date.

### **Process**

Applicants should concisely answer each question below. The questions will be scored in broad categories and collectively summed to identify the best suited conservation partner. The selected partner will have the opportunity to establish a Memorandum of Agreement with the Department. The anticipated start date would be 1 July 2014.

### **Questions**

#### ***Experience (25 points)***

1. What is your organization's history working in quail and grassland conservation?
2. What experience does your organization have implementing on-the-ground habitat projects, particularly associated with controlled burning and USDA Conservation Programs?
3. What is your organization's history of collaborating with state fish and wildlife agencies, particularly associated with co-funded positions?

#### ***Commitment (50 points)***

1. How many years would your organization be willing to collaborate on this project (up to 3 years)?

2. If revenue from habitat management projects was generated, what proportion of those funds would be re-invested in the project?
3. How many members does your organization have nationally and within KY?
4. What level of non-federal match could your organization commit to the project annually in the following categories?
  - a. Cash
  - b. Equipment
  - c. Supplies (Seed, Herbicide, Fuel)
  - d. Indirect Cost (Administration)

***Administration (25 points)***

1. Explain how your organization would administer (account and report) funds received through habitat management projects?
2. What level of liability insurance does your organization carry for employees working on private lands, particularly with the implementation of controlled fire?
3. What training standards does your organization require for employees leading controlled fires?
4. Who would be the primary contact for your organization (include contact information) on this project and briefly describe their professional work experience and qualifications?